THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY
Student Affairs Office
Regulations Governing the Use of the Swimming Pool

1. Opening Hours

1.1 Opening Hours of Swimming Pools

<table>
<thead>
<tr>
<th>Daily 7:30 a.m. to 9:30 p.m. (closed for cleaning from 2 pm - 3 pm)</th>
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<tbody>
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<td>April/ May to November</td>
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<td>November to April/ May</td>
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1.2 Opening Hours of the Diving Boards

- Tuesdays and Thursdays: 3 pm to 5 pm
- Sundays: 9 am to 11 am

1.3 The Indoor and Outdoor Pool will be drained and closed for maintenance in April and November respectively (the period is subject to actual arrangement).

1.4 Facilities will be closed on the following Public Holidays: Chinese New Year Holidays (3 days), Dragon Boat Festival, the day following Mid-Autumn Festival and Christmas; and also be closed at 6:00 pm on the following days: Mid-Autumn Festival, Winter Solstice and Chinese New Year Eve.

1.5 The operating pool will be closed from 2 p.m. to 3 p.m. for general cleaning. Part or whole of the pool may also be closed for specified time periods for classes, training and competitions. Closed periods will be announced beforehand.

1.6 The whole pool, or part of it may be closed during certain periods for classes, training or competitions. Updated information can be found in the SAO website and posters on the swimming pool notice boards.

1.7 Both outdoor pool and indoor pool can accommodate a maximum of 350/109 people respectively. When this figure is reached, no person will be admitted until such time as vacancies are available.

1.8 For safety reasons, the pool may be **CLOSED** without notice in the event of adverse weather conditions or in the opinion of the management, the pool is not fit for use.
2. Eligible Users

2.1 Entry to the sports facilities is restricted to the following groups on production of a valid University I. D. Card:

<table>
<thead>
<tr>
<th>Eligible Users</th>
<th>Access Identifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time and Part-time Students</td>
<td>Student Card</td>
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<tr>
<td>Full-time Staff</td>
<td>Staff Card</td>
</tr>
<tr>
<td>Family members of full-time staff</td>
<td>Family Card</td>
</tr>
<tr>
<td>Other approved users</td>
<td>Sports Facilities User Card</td>
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Privilege for use of the facilities are normally granted to persons who are officially associated with the university. Application forms are obtainable from the Student Affairs Office, the Sports Development Office or download from Student Affairs Office web site: http://sao.ust.hk/upload/facilities/FAC_Sports.pdf. User Identification Card will be issued to those granted user privilege.

2.2 Children under 12 must be accompanied by an eligible adult user preferably either of their parents when using the sports facilities. Proof of age may be requested by the management when and as necessary.

2.3 Any person between the ages of 12-17 should be accompanied by an eligible adult user who is 18 or above when using the sports facilities.

3. Guests and Visitors

3.1 To facilitate eligible users to play with their regular partners who are not otherwise eligible users, full-time students, staff members and eligible family members may bring along guests under the following conditions:

(a) Guests must be accompanied by the eligible user concerned at the time of admitting into and when using the sports facilities;
(b) Guests under 12 must be accompanied by an adult user preferably either of their parents when using the sports facilities.
(c) Guest of age 17 or under must be accompanied by an adult user;
(d) Payment for a guest charge of HK$20.00 per guest per visit;
(e) A maximum of 4 paying guests may be brought in at one time.

3.2 Guests tickets are available for sale at the Swimming Pool Counter. Tickets sold are not refundable.

3.3 Guests tickets should be presented for validation at the time of admission into the facilities.
3.4 Guests and visitors who are not using the sports facilities are welcome to stay in the public spectator areas, i.e. the balcony of the Swimming Pool.

4. Changing Room and Locker Facilities

4.1 Changing room facilities are available to users of the sports facilities.

4.2 Users are advised not to leave valuables and personal belongings unattended in the changing room.

4.3 Users are required to assist in maintaining the changing room facilities in the state of cleanliness and tidiness.

4.4 Lockers inside all changing rooms are coin-operated type (currently operate with HK$5 coin).

4.5 Users must not leave their belongings inside the lockers overnight. Staff of the Student Affairs Office has the authority to clear all lockers daily after closing times. All items found therein will be kept by Swimming Pool Counter for 7 days and disposed of thereafter.

4.6 The University will accept no responsibility for loss or damage of personal properties inside the lockers/changing room facilities.

5. Lost and Found

5.1 Users are advised not to bring valuables to the sports facilities. The University will accept no responsibilities for loss or damage of personal properties.

5.2 All found unclaimed items should be taken to the Swimming Pool Counter or any duty attendant immediately for safekeeping.

5.3 All found unclaimed items and items found inside lockers after closing hours will be sent to the Security Office of the University for disposal in the next working day.

6. Equipment and Damage

6.1 Certain sports equipment may be checked out to users on production of their University I.D. cards and booking permit to staff stationed at various locations. For loan of sports equipment, users are also required to sign on the Equipment Loan Book.

6.2 Equipment checked out must be returned immediately after use of the sports facilities. The person who has signed for the equipment will be held responsible for return of the equipment in good condition. Lost or damaged equipment will be charged for replacement or repair on a cost basis.
6.3 Users will be held responsible for wilful damage to all properties in the sports facilities (including lockers, windows, flooring, furniture, fixture and fitting, etc.). For reasons of safety, any damage found or any attempt of damage identified should be reported to the Swimming Pool Counter or the duty sports attendants immediately.

7. Injuries and Accidents

7.1 First aid equipment is kept in Swimming Pool Office. All injuries/accidents should be reported to the duty sports attendant immediately.

7.2 Users of sports facilities participate in activities at their own risk and the University will accept no responsibility or liability arising from use of the sports facilities.

8. Discipline

The maintenance and operation of the swimming pool must conform with the Public Health Services Ordinance Cap. 132, Swimming Pool By-Laws. Spitting is prohibited by law and so is the use of the swimming pool by any person suffering from a communicable or skin disease. These offence are particularly objectionable and are punishable by a fine. To supplement the general law of Hong Kong and the general regulations governing the use of all sports facilities in the University, the following are designed to maintain the pool facilities safe and comfortable for all users.

8.1 No person should enter into the swimming pool while knowingly suffering from any cutaneous or communicable disease.

8.2 Children under age of 12 must be accompanied by either of their parent when using the facilities.

8.3 Any person between the age of 12-17 must be accompanied by an eligible adult who is aged 18 or above when using the sports facilities.

8.4 Users should change in the appropriate changing room.

8.5 Users should be dressed in appropriate swimming wear in the pool area.

8.6 Before entering the pool area, users must use the footbath and the shower for hygiene purpose.

8.7 No other footwear, apart from clean and unsoiled rubber sandals (flip-flops) should enter the pool area. Before entering the pool area, these must be washed in the footbath for cleaning purpose.
8.8 While using the swimming pool, users with shoulder length or long hair must wear swimming caps or tie up their hair. (This is to avoid blockage of filtration plant by loose long hair.)

8.9 Swimmers should not wear breakable spectacles while using the swimming pool.

8.10 No glassware is allowed in pool area.

8.11 Except kickboards and inflatable arm bands, no other inflatable or swimming aids are permitted to be used in the swimming pool. (Masks, flippers and other swimming aids are permitted only for special programmes.)

8.12 No games of any kind are allowed in the pool and the pool area.

8.13 Spitting and urinating in the swimming pool are forbidden.

8.14 No food, drink and/or Smoking will be permitted in any part of the swimming pool.

8.15 No pets are allowed to be brought into the pool and the pool area.

8.16 Diving is only allowed at designated area and time. While using the diving board, only one person may dive from the board at a time.

8.17 Persons who have put on sun tan lotion are required to take a shower before entering into the swimming pool.

8.18 Excepts with permission, no person is allowed to use a radio set, or any instrument which make noise or operate a camera or video recorder anywhere inside the pool area.

8.19 In case of misconduct, or any action inconsistent with the regulations governing the use of the swimming pool, or where the premises are being misused, staff of the Student Affairs Office should have the authority to have the offender removed from the premises, and / or to refer the offender to the appropriate authority for disciplinary action as appropriate.

Student Affairs Office

July 2018